

**PRESOLICITATION NOTICE:** Vehicle repair and maintenance services for all U.S. Government-owned official vehicles, for the U.S. Embassy Athens.

## PURPOSE

This is a U.S. Embassy Athens Pre-Solicitation Notice only. Vendors are requested to read the below requirements. No responses are requested by this notice. The U.S. Embassy Athens issues this notice with the intent of giving an opportunity to all interested parties to appropriately prepare for the anticipated Request for Quotations (RFQ).

***This is not a request for quotation; this is for pre-solicitation / informational purposes only. No award will be made on the basis of responses received to this notice.***

## BACKGROUND

The U.S. Embassy Athens has a requirement for firms that are interested in supplying vehicle repair and maintenance services for all U.S. Government-owned official vehicles.

## PROPOSED CONTRACT ACTION

The Vendor shall provide goods as described herein to meet the mission requirements of the U.S. Embassy Athens.

Accordingly, the U.S. Embassy Athens plans the issuance of the following solicitation (RFQ):

1. RFQ Title: Vehicle repair and maintenance services for all U.S. Government-owned official vehicles, for the U.S. Embassy Athens.
2. RFQ issuance date: Early April 2021.
3. The solicitation will be posted on the Embassy website at <https://gr.usembassy.gov/> , under the “Business Opportunities” section. The awardee will be required to speak, write and comprehend English.
4. RFQ response date: Late April 2021.
5. Award date: In mid May 2021.
6. Award procedures: In accordance with FAR 15.3 Source Selection.
7. Duration of performance period: Two years from award date.
8. Place of performance: Athens, Greece.

Please note that the requirement to obtain a DUNS number and for your company to be SAM registered, will be a mandatory requirement upon contract award.

**The failure to provide the above documentation when submitting your quotation may result in your quotation being found technically unacceptable and removed from the competition without further discussions.**

The Contractor shall possess all permits, licenses and any other appointments required for the proper execution of all duties and or work specified under this contract.

Interested parties are reminded that information furnished hereunder may be subject to disclosure under the Freedom of Information Act (FOIA). Therefore, all items that are confidential to business, or contain trade secrets, proprietary, or personnel information must be clearly marked. Marking of items will not necessarily preclude disclosure when the U.S. Embassy Athens determines disclosure is warranted by FOIA. However, if such items are not marked, all information contained within the submitted documents will be deemed releasable.

